

**APPOINTMENTS AND COMMITTEES****WDA/19/09****Recommendation**

That the following be determined for the 2009/10 Municipal Year:

1. the appointment of Lead Members and their portfolios;
2. the approval of the Terms of Reference and delegations for the Appeals and the Audit and Governance Committees and the appointment of its Members; and
3. representatives be appointed to the Boards of Mersey Waste Holdings Limited and Bidston Methane Limited and to the North West Local Authorities' Employers' Organisation (NWLAE0).

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## **APPOINTMENTS AND COMMITTEES**

**WDA/19/09**

### **Report of the Director**

#### **1. Purpose of the Report**

- 1.1 To seek nominations for Lead Members, the appointment of Committees and representations on other bodies for the 2009/10 Municipal Year.

#### **2. Background**

- 2.1 The Authority appoints its committees and determines Member representation on certain boards at its Annual Meeting each year in accordance with its Procedural Rules.
- 2.2 The Authority also identifies specific portfolios to be held by the Chairman and other Lead Members appointed at this meeting.

#### **3. Portfolios and Lead Members**

- 3.1 At its Annual Meeting in 2008/09, the Authority identified the following portfolios, and appointed Lead Members as follows:

<b>Member</b>	<b>Portfolio</b>	<b>Current Holder</b>
Chairman	Strategy and Forward Planning Finance Performance Management Best Value Procurement Sustainability	Councillor Cluskey
Lead Member	Risk Management Audit Communications and PR Procurement (Deputy)	Councillor Salter
All Members	Scrutiny Public Consultation	All Members

- 3.2 In practice, where a Member has specific responsibility for a portfolio, they will be involved in the development of that area including the development of proposals for Executive Decisions.
- 3.3 Members are asked to review the roles and responsibilities of Members and allocate portfolios as appropriate for the 2009/10 Municipal Year.

#### **4. Appeals Committee**

##### **4.1 Terms of Reference:**

To hear and adjudicate upon:-

- 1. appeals relating to disciplinary and capability matters; and
- 2. appeals relating to grading referrals.

##### **Delegation:**

To have delegated to it all the powers of the Authority to hear and adjudicate upon appeals relating to disciplinary and capability matters and to determine grading referrals.

**Quorum:** 2 Members

**2008/09 Membership:** Councillors Salter, Lonergan, Tattersall and Crowther

- 4.2 Members are asked to approve the current Terms of Reference and Delegations to the Appeals Committee and to consider its Membership.
- 4.3 In accordance with Procedural Rules, Members may either appoint a Chairperson and Deputy Chairperson of this committee at its Annual Meeting or at the first meeting of the committee. In practice, Members usually consider these appointments at the first meeting of the committee, however, Members may consider such appointments at this meeting if they so wish.

#### **5. Audit and Governance Committee**

##### **5.1 Terms of Reference:**

To deal with:-

1. the Authority's Statement of Accounts and other statutory financial determinations with the exception of Revenue and Capital Budget approval; and
2. the consideration of audit plans and reviews and receipt of the Annual Audit Letter.

**Delegations:**

To approve, only in those instances where an Authority Meeting is not scheduled within the timeframes required, the Statement of Accounts, Annual Governance Assessment and Statement, Prudential Indicators, SAS 610 Report, Audit Plans, Action Plans resulting from Audit Reviews and Inspections and the Annual Audit Letter.

**Quorum:** 2 Members

**2008/09 Membership:** Councillors Tattersall, Lonergan, Dean and Gardiner

- 5.2 Members are asked to approve the current Terms of Reference and Delegations to the Audit and Governance Committee and to consider its Membership.
- 5.3 In accordance with Procedural Rules, Members may either appoint a Chairperson and Deputy Chairperson of this committee at its Annual Meeting or at the first meeting of the committee. In practice, Members usually consider these appointments at the first meeting of the committee, however, Members may consider such appointments at this meeting if they so wish.

**6. Board of Mersey Waste Holdings Limited**

- 6.1 The Authority recently reviewed the board structure of Mersey Waste Holdings Limited at its meeting on 22<sup>nd</sup> May 2009. This did not however include any amendments to Member representation as Non Executive Directors on the board.
- 6.2 The Authority makes two year appointments to the board and appointed Councillors Cluskey and Salter at its Annual Meeting last year. Councillor Salter subsequently resigned and was replaced by Councillor Dean in February 2009.

- 6.3 Whilst Councillor Cluskey's appointment remains in effect, Councillor Dean is no longer a Member of the Authority and therefore Members need to consider additional representation.
- 6.4 Members are reminded that the Authority is entitled to appoint up to four Members to the Board of Mersey Waste Holdings Limited. Members are therefore asked to consider the appointment of up to three Members to its board in addition to Councillor Cluskey.

## **7. Board of Bidston Methane Limited**

- 7.1 The Authority is entitled to appoint three Members to the Board of Bidston Methane Limited. Members currently appointed are as follows:  
  
Councillors Dean, Crowther and Gardiner.
- 7.2 Members are asked to consider the representations on the Board of Bidston Methane Limited for the 2009/10 year.

## **8. North West Local Authorities' Employers' Organisation**

- 8.1 The Authority is requested each year to appoint a representative to the North Western Local Authorities' Employers' Organisation (NWLAE0).
- 8.2 Councillor Cluskey was appointed as the Authority's representative in 2008/09.
- 8.3 Members are asked to consider the representation to the NWLAE0 for the coming year.

## **9. Risk Implications**

- 9.1 The appointment of committees and representation on other bodies is a requirement of the Authority's Procedural Rules and therefore failure to do so would be in breach of those rules.

## **10. HR Implications**

- 10.1 There are no HR implications associated with this report

**11. Environmental Implications**

11.1 There are no environmental implications associated with this report.

**12. Financial Implications**

12.1 There are no financial implications associated with this report.

**13. Conclusion**

13.1 The Authority is asked to make the determinations for appointments and representations as set out in this report for the 2009/10 Municipal Year.

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The background documents to this report are open to inspection in accordance with Section 100D of The Local Government Act 1972 - Nil.